United Nations ST/SGB/2008/2

Secretariat

1 January 2008

Secretary-General's bulletin

Amendments to the 200 series of the Staff Rules (ST/SGB/2002/2)

The Secretary-General, pursuant to staff regulations 12.2, 12.3 and 12.4 and staff rule 112.2 (a), hereby promulgates the text of the amendments to the 200 Series of the Staff Rules promulgated in Secretary-General's bulletin ST/SGB/2002/2. The text of the amendments is attached to the present bulletin.

Section 1
Purpose

1.1 The text of the staff rule listed below is amended for the reasons set out in relation to that rule:

Rule 203.8 (d) (i), Education grant, is provisionally amended to provide that the grant shall be payable for up to four years of post-secondary studies.

1.2 Attached for insertion in the printed copy of ST/SGB/2002/2 are the new pages containing the provisional amendments to the Staff Rules and the changes in annex I to the Staff Regulations and appendix I to the Staff Rules.

Section 2
Final provisions

2.1 Unless otherwise indicated, the amendments introduced in the present bulletin shall enter into force on 1 January 2008.

2.2 The following bulletin is hereby abolished:

– ST/SGB/2007/8, entitled "Amendment to staff rules 103.20 and 203.8".

(*Signed*) **Ban** Ki-moon
Secretary-General

08-32446 (E) 200508

Rule 203.7

Dependency allowances

(a) Project personnel in intermediate-term or in long-term status shall be entitled to receive dependency allowances at the rates provided in staff regulation 3.4 (a) (i) and (ii).

(b) For the purpose of the Staff Regulations and Staff Rules:

(i) A dependent spouse shall be a spouse whose occupational earnings, if any, do not exceed the lowest entry level of the United Nations General Service gross salary scales in force on 1 January of the year concerned for the duty station in the country of the spouse's place of work, provided that the amount shall not at any duty station be less than the equivalent of the lowest entry level at the base of the salary system (G-2, step I, for New York);

(ii) A "dependent child" shall be an individual's natural or legally adopted child, or an individual's stepchild, if residing with the individual, under the age of 18 years or, if the child is in full-time attendance at a school or university (or similar educational institution), under the age of 21 years, for whom the individual provides main and continuing support. The Secretary-General shall establish special conditions under which other children who fulfil the age, school attendance and support requirements indicated above may be regarded as dependent children of an individual. If a child over the age of 18 years is physically or mentally incapacitated for substantial gainful employment either permanently or for a period expected to be of long duration, the requirements as to school attendance and age shall be waived. An individual claiming a child as a dependant must certify that he or she provides main and continuing support. This certificate must be supported by documentary evidence satisfactory to the Secretary-General if a child:

a. Does not reside with the individual;

b. Is married; or

c. Is regarded as a dependant under the special conditions referred to above;

(iii) Subject to the provisions of staff regulation 3.4 (a) (i), the full amount of the dependency allowance provided under that regulation in respect of a dependent child shall be payable, except where the individual or his or her spouse receives a direct governmental grant in respect of the same child. Where such a governmental grant is made, the dependency allowance payable under this rule shall be the amount by which the governmental grant is less than the rate of the allowance set out in staff regulation 3.4 (a) (i);

(iv) A secondary dependant shall be the father, mother, brother or sister of whose financial support the individual provides one half or more, and in any case at least twice the amount of the dependency allowance, provided that the brother or sister fulfils the same age and school attendance requirements established for a dependent child. If the brother or sister is physically or mentally incapacitated for substantial gainful employment either permanently or for a period expected to be of long duration, the requirements as to school attendance and age shall be waived;

(v) A dependency allowance shall be paid in respect of not more than one dependent parent, brother or sister; such payment shall not be made when dependency benefit is being paid for a spouse.

(c) Payment of dependency allowance shall be made only in respect of the period during which the circumstances giving rise to the claim obtain.

(d) Claims for dependency allowances shall be submitted in writing and supported by evidence satisfactory to the Secretary-General. A separate claim for dependency allowances shall be made each year.

Rule 203.8

Education grant

Definitions

(a) For the purposes of this rule:

(i) "Child" means a child of an individual who is dependent upon that individual for main and continuing support;

(ii) "Disabled child" means a child who is unable, by reasons of physical or mental disability, to attend a normal educational institution and requires special teaching or training to prepare him or her for full integration into society or, while attending a normal educational institution, requires special teaching or training to assist him or her in overcoming the disability;

(iii) "Home country" means the country of home leave of project personnel under rule 205.2;

(iv) "Duty station" means the country, or area within commuting distance notwithstanding national boundaries, where the project personnel are serving.

Eligibility

(b) Subject to conditions established by the Secretary-General, project personnel shall be entitled to an education grant in respect of each child, provided that:

(i) The project personnel are in intermediate-term or long-term status and reside and serve at a duty station which is outside their home country;

(ii) The child is in full-time attendance at a school, university or similar educational institution.

(c) If eligible project personnel are reassigned to a duty station within their home country in the course of a school year, they may receive the education grant for the balance of that school year.

Duration

(d) (i) The grant shall be payable up to the end of the school year in which the child completes four years of post-secondary studies;*

(ii) The grant will not normally be payable beyond the school year in which the child reaches the age of 25 years. If the child's education is interrupted for at least one school year by national service, illness or other compelling reasons, the period of eligibility shall be extended by the period of interruption.

Amount of the grant

(e) The amounts to which project personnel may be entitled under the grant are set out in appendix III to the present Rules.

(f) The amount of the grant to be paid when the project personnel's period of service or the child's school attendance does not cover the full school year shall be prorated under conditions defined by the Secretary-General. No prorating shall be required when project personnel die while in service after the beginning of the school year.

Travel

(g) Project personnel in intermediate-term or long-term status to whom an education grant is payable under

* Amendment to rule 203.8 (d) (i) is provisional in accordance with Staff Regulation 12.2.

ANNEXES TO THE STAFF REGULATIONS

Annex I

SALARY SCALES AND RELATED PROVISIONS

1. The Secretary-General shall establish the salary of the Administrator of the United Nations Development Programme and the salaries of United Nations officials in the Director category and above, in accordance with amounts determined by the General Assembly, subject to the staff assessment plan provided in staff regulation 3.3 and to post adjustments wherever applied. If otherwise eligible, they shall receive the allowances that are available to staff members generally.

2. The Secretary-General is authorized, on the basis of appropriate justification and/or reporting, to make additional payments to United Nations officials in the Director category and above to compensate for such special costs as may be reasonably incurred, in the interests of the Organization, in the performance of duties assigned to them by the Secretary-General. Similar additional payments in similar circumstances may be made to heads of offices away from Headquarters. The maximum total amount of such payments is to be determined in the programme budget by the General Assembly.

3. Except as provided in paragraph 5 of the present annex, the salary scales and the scales of post adjustment for staff members in the Professional and higher categories shall be as shown in the present annex.

4. Subject to satisfactory service, salary increments within the levels set forth in paragraph 3 of the present annex shall be awarded annually, except that any increments above step XI of the Associate Officer level, step XIII of the Second Officer level, step XII of the First Officer level, step X of the Senior Officer level and step IV of the Principal Officer level shall be preceded by two years at the previous step. The Secretary-General is authorized to reduce the interval between salary increments to ten months and twenty months, respectively, in the case of staff subject to geographical distribution who have an adequate and confirmed knowledge of a second official language of the United Nations.

5. The Secretary-General shall determine the salary rates to be paid to personnel specifically engaged for short-term missions and conference and other short-term service, to consultants, to Field Service personnel and to technical assistance experts.

6. The Secretary-General shall fix the salary scales for staff members in the General Service and related categories, normally on the basis of the best prevailing conditions of employment in the locality of the United Nations office concerned, provided that the Secretary-General may, where he or she deems it appropriate, establish rules and salary limits for payment of a non-resident allowance to General Service staff members recruited from outside the local area. The gross pensionable remuneration of such staff shall be determined in accordance with the methodology specified in article 54 (a) of the Regulations of the United Nations Joint Staff Pension Fund and is shown in the salary scales applicable to such staff.

7. The Secretary-General shall establish rules under which a language allowance may be paid to staff members in the General Service category who pass an appropriate test and demonstrate continued proficiency in the use of two or more official languages.

8. In order to preserve equivalent standards of living at different offices, the Secretary-General may adjust the basic salaries set forth in paragraphs 1 and 3 of the present annex by the application of non-pensionable post adjustments based on relative costs of living, standards of living and related factors at the office concerned as compared to New York. Such post adjustments shall not be subject to staff assessment.

9. No salary shall be paid to staff members in respect of periods of unauthorized absence from work unless such absence was caused by reasons beyond their control or duly certified medical reasons.

Salary scale for staff in the Professional and higher categories showing annual gross salaries and net equivalents after application of staff assessment

(United States dollars)

Effective 1 January 2008

Level		STEPS														
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
USG	Gross	189 929														
	Net D	136 454														
	Net S	122 802														
ASG	Gross	172 546														
	Net D	125 155														
	Net S	113 332														
D-2	Gross	141 524	144 528	147 534	150 566	153 709	156 854									
	Net D	104 736	106 779	108 823	110 868	112 911	114 955									
	Net S	96 219	97 944	99 663	101 375	103 084	104 784									
D-1	Gross	129 304	131 944	134 579	137 219	139 859	142 496	145 135	147 775	150 431						
	Net D	96 427	98 222	100 014	101 809	103 604	105 397	107 192	108 987	110 780						
	Net S	89 129	90 689	92 245	93 797	95 346	96 892	98 432	99 971	101 505						
P-5	Gross	106 907	109 153	111 399	113 641	115 888	118 131	120 378	122 622	124 868	127 112	129 356	131 601	133 847		
	Net D	81 19[illegible]	82 724	84 251	85 776	87 304	88 829	90 357	91 883	93 410	94 936	96 462	97 989	99 516		
	Net S	75 432	76 789	78 141	79 493	80 842	82 187	83 532	84 873	86 213	87 550	88 885	90 216	91 547		
P-4	Gross	87 790	89 836	91 882	93 926	95 974	98 019	100 071	102 235	104 403	106 566	108 734	110 899	113 066	115 232	117 400
	Net D	67 709	69 182	70 655	72 127	73 601	75 074	76 548	78 020	79 494	80 965	82 439	83 911	85 385	86 858	88 332
	Net S	63 052	64 394	65 734	67 071	68 408	69 744	71 079	72 411	73 742	75 073	76 401	77 729	79 056	80 381	81 705
P-3	Gross	71 729	73 622	75 518	77 410	79 306	81 197	83 090	84 986	86 881	88 774	90 669	92 560	94 457	96 349	98 242
	Net D	56 145	57 508	58 873	60 235	61 600	62 962	64 325	65 690	67 054	68 417	69 782	71 143	72 509	73 871	75 234
	Net S	52 408	53 662	54 918	56 171	57 427	58 679	59 932	61 188	62 440	63 694	64 944	66 195	67 443	68 693	69 943
P-2	Gross	58 401	60 097	61 790	63 485	65 179	66 871	68 567	70 257	71 953	73 649	75 340	77 038			
	Net D	46 549	47 770	48 989	50 209	51 429	52 647	53 868	55 085	56 306	57 527	58 745	59 967			
	Net S	43 662	44 769	45 872	46 978	48 082	49 188	50 312	51 432	52 557	53 679	54 799	55 924			
P-1	Gross	45 493	46 942	48 386	49 836	51 440	53 068	54 699	56 326	57 951	59 581					
	Net D	36 849	38 023	39 193	40 367	41 537	42 709	43 883	45 055	46 225	47 398					
	Net S	34 760	35 840	36 921	38 001	39 080	40 159	41 240	42 307	43 369	44 431					

D = Rate applicable to staff members with a dependent spouse or child.

S = Rate applicable to staff members with no dependent spouse or child.

• = The normal qualifying period for in-grade movement between consecutive steps is one year, except at those steps marked with an asterisk for which a two-year period at the preceding step is required.

APPENDICES TO THE STAFF RULES

Appendix I

SALARY SCALES AND SCHEDULE OF PENSIONABLE REMUNERATION

Annual gross salaries and net equivalents after application of staff assessment

(United States dollars)

Effective 1 January 2008

		STEPS														
Level		*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*	*XIV*	*XV*
			•	•	•	•	•									
L-7	Gross	141 524	144 528	147 534	150 566	153 709	156 854									
	Net D	104 736	106 779	108 823	110 868	112 911	114 955									
	Net S	96 219	97 944	99 663	101 375	103 084	104 784									
						•	•	•	•	•						
L-6	Gross	129 304	131 944	134 579	137 219	139 859	142 496	145 135	147 775	150 431						
	Net D	96 427	98 222	100 014	101 809	103 604	105 397	107 192	108 987	110 780						
	Net S	89 129	90 689	92 245	93 797	95 346	96 892	98 432	99 971	101 505						
												•	•	•		
L-5	Gross	106 907	109 153	111 399	113 641	115 888	118 131	120 378	122 622	124 868	127 112	129 356	131 601	133 847		
	Net D	81 197	82 724	84 251	85 776	87 304	88 829	90 357	91 883	93 410	94 936	96 462	97 989	99 516		
	Net S	75 432	76 789	78 141	79 493	80 842	82 187	83 532	84 873	86 213	87 550	88 885	90 216	91 547		
														•	•	•
L-4	Gross	87 790	89 836	91 882	93 926	95 974	98 019	100 071	102 235	104 403	106 566	108 734	110 899	113 066	115 232	117 400
	Net D	67 709	69 182	70 655	72 127	73 601	75 074	76 548	78 020	79 494	80 965	82 439	83 911	85 385	86 858	88 332
	Net S	63 052	64 394	65 734	67 071	68 408	69 744	71 079	72 411	73 742	75 073	76 401	77 729	79 056	80 381	81 705
															•	•
L-3	Gross	71 729	73 622	75 518	77 410	79 306	81 197	83 090	84 986	86 881	88 774	90 669	92 560	94 457	96 349	98 242
	Net D	56 145	57 508	58 873	60 235	61 600	62 962	64 325	65 690	67 054	68 417	69 782	71 143	72 509	73 871	75 234
	Net S	52 408	53 662	54 918	56 171	57 427	58 679	59 932	61 188	62 440	63 694	64 944	66 195	67 443	68 693	69 943
													•			
L-2	Gross	58 401	60 097	61 790	63 485	65 179	66 871	68 567	70 257	71 953	73 649	75 340	77 038			
	Net D	46 549	47 770	48 989	50 209	51 429	52 647	53 868	55 085	56 306	57 527	58 745	59 967			
	Net S	43 662	44 769	45 872	46 978	48 082	49 188	50 312	51 432	52 557	53 679	54 799	55 924			
L-1	Gross	45 493	46 942	48 386	49 836	51 440	53 068	54 699	56 326	57 951	59 581					
	Net D	36 849	38 023	39 193	40 367	41 537	42 709	43 883	45 055	46 225	47 398					
	Net S	34 760	35 840	36 921	38 001	39 080	40 159	41 240	42 307	43 369	44 431					

D = Rate applicable to staff members with a dependent spouse or child.

S = Rate applicable to staff members with no dependent spouse or child.

• = The normal qualifying period for in-grade movement between consecutive steps is one year, except at those steps marked with an asterisk for which a two-year period at the preceding step is required.

Pensionable remuneration for purposes of pension benefits and pension contributions

(United States dollars)

Effective 1 September 2007

	STEPS														
Level	*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*	*XIV*	*XV*
L-7	207 643	212 364	217 082	221 796	226 514	231 231									
L-6	188 733	192 604	196 474	200 336	204 207	208 269	212 417	216 563	220 703						
L-5	157 048	160 340	163 629	166 924	170 215	173 506	176 795	180 091	183 380	186 672	189 965	193 264	196 792		
L-4	128 194	131 367	134 532	137 700	140 875	144 040	147 209	150 382	153 549	156 715	159 882	163 062	166 226	169 395	172 567
L-3	105 360	108 052	110 740	113 425	116 119	118 807	121 495	124 188	127 003	129 945	132 884	135 822	138 764	141 703	144 643
L-2	86 437	88 848	91 249	93 655	96 061	98 465	100 870	103 272	105 681	108 086	110 489	112 896			
L-1	67 308	69 625	71 935	74 245	76 558	78 867	81 183	83 491	85 804	88 114					